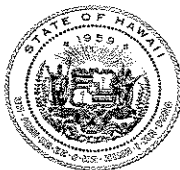


LINDA LINGLE
GOVERNOR



PROCUREMENT POLICY BOARD
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MYRON L. TONG
RICHARD G. TOTTEN

AARON S. FUJIOKA
ADMINISTRATOR

**STATE OF HAWAII
STATE PROCUREMENT OFFICE**

P.O. Box 119
Honolulu, Hawaii 96810-0119
Tel: (808) 587-4700 Fax: (808) 587-4703
www.spo.hawaii.gov

June 30, 2006

TO: Executive Branches
Department of Education
Judiciary

FROM:

Aaron S. Fujioka
Administrator

SUBJECT: **Change No. 1**
SPO Vendor List No. 06-19 (SW)
**INFORMATION TECHNOLOGY (IT): TECHNICAL REFERENCE, REPORTING
AND ADVISORY SERVICES**
Expires **March 31, 2007**
IFB-06-040-SW

The following changes are made to the vendor list:

1. Change DAGS-SPO contact to Linda Hayashi, telephone 586-0562.
2. Change Vendor information for Gartner, Inc. as follows:

Address: 2600 Pualani Way #2902
Honolulu, HI 96815

Facsimile: (808) 748-0600

The current vendor list incorporating Change No. 1 is available on the SPO website: www.spo.hawaii.gov; click on "SPO Price List/Vendor List" accessible from the **Procurement of Goods, Services, & Construction - Chapter 103D, HRS** menu. At the search screen, enter the List Title.

Should you have any questions, *Linda Hayashi* can be contacted at 586-0562, fax 586-0570, or linda.e.hayashi@hawaii.gov.

**STATE OF HAWAII
STATE PROCUREMENT OFFICE**

SPO Vendor List No. VL 06-19 (SW)

Replaces SPO PL No. 01-28

Includes Change No. 1

Revised **June 30, 2006**

**INFORMATION TECHNOLOGY (IT):
TECHNICAL REFERENCE, REPORTING AND ADVISORY SERVICES**

(RFP-06-040-SW)

April 20, 2006 to March 31, 2007

STATE'S COMMITMENT

Agencies of the following purchasing jurisdictions are required to purchase from this price list:

- Executive
- Department of Education
- Judiciary

A purchasing jurisdiction may elect not to extend its commitment to this contract beyond the initial contract term. Further, a purchasing jurisdiction not participating in the contract may, at the earliest, commit to the contract at the inception of a contract extension period, if any.

EXCEPTION TO THE PRICE LIST. When the use of the price list is not suited to an agency's purpose, the appropriate purchasing jurisdiction may grant an exception to purchase outside of the price list. For this purpose, Executive Branch agencies shall use SPO Form-5, "SPO Price List Exemption", available on the SPO Website, www.spo.hawaii.gov; click on "Forms for State Agencies" in the Procurement of Goods, Services, Construction - Chapter 103D, HRS, menu.

POINT OF CONTACT

Procurement questions or complaints may be directed as follows:

	<u>Point of Contact</u>	<u>Telephone</u>	<u>Facsimile</u>
DAGS-SPO	Linda Hayashi	586-0562	586-0570

IT questions and concerns relating to the use of this VL may be directed to ICSD through your department's DP coordinator.

DAGS-ICSD	Wayne Sasaki	586-1940	586-1922
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All vendor evaluations are to be made in writing and routed to the State Procurement Office. The Vendor Evaluation form, SPO Form 12, may be found at SPO's website, www.spo.hawaii.gov. In the event of a complaint regarding a Contractor's service, Contractor shall be sent a copy of the evaluation. Contractor shall meet with or contact the agency that issued the complaint at the agency's place of business to resolve the problem. This shall take place within one (1) week of notification. Contractor shall contact and inform the SPO Contract Administrator as to the corrective measures taken to resolve the complaint. These vendor evaluation forms shall be forwarded to ICSD for their information and file.

PURPOSE/INTENT OF THIS VENDOR LIST

The purpose or intent of this multiple-award Vendor List (VL) is to provide reference, reporting and/or advisory services to Information Technology (IT) managers in line with administration of IT, but not for services that will do IT activities toward developing a system.

Definitions:

1. **Technical Reference, Reporting (Research) Services:** Any service that can provide support for persons looking for data about any IT subject; used mostly to research aspects of IT in response to an assignment by management to help make informed IT decisions.
2. **Advisory Services:** Any service that can provide direct advice to management on IT matters. This can be provided by phone call or other means/media of access by the State to contractor experts/analysts.
3. **Consultant Services:** Any service that can provide advisory services that results in a recommendation or guidance to the department.

USE OF THIS VENDOR LIST

Vendors on this list shall provide, at a minimum, access to a database of information that can be used as a reference to research and compare products or strategies and in some instances contain material related to Information Technology (IT). Access to this database shall allow agencies to make informed decisions and plan IT projects and activities with effective use of IT.

Agencies are advised that before contacting any of the vendors listed herein, agencies should contact their department's DP Coordinator to determine the extent of IT research and/or advisory services required. To varying degrees, the vendors listed provide the following IT research and advisory services:

- Expert technical advise;
- Technical information through web enabled access and retrieval, multi-media/on-line retrieval;
- Reference materials on CD-ROM, hardcopy, and diskette, etc.;
- Experience and recommendations of similar organizations;
- Industry focus reports;
- Research reports;
- Key trends in the IT industry;
- Current event information; and
- Audio and telephone consultation and conferences.

Agencies using this Vendor List are also advised that they may be asked to enter into a written agreement before services can be provided. The decision to enter into a written agreement with any of the listed vendors is left to the discretion of each user agency.

APPROVAL REQUIRED

1. **Technical Reference, Reporting (Research) and Services Advisory Services.**
Pursuant to AD 77-2, agencies of the Executive branch with the exception of the University of Hawaii and Office of Hawaiian Affairs, must obtain the approval of the State

Comptroller before submitting a purchase order for the services listed. Agency shall send a memo requesting approval to: **State Comptroller, Department of Accounting & General Services.**

2. **Consultant Services.** Agencies of the Executive branch wishing to use consulting services must obtain prior approval from the Governor per budget instructions, as well as prior approval per AD 77-2 from the Comptroller.

LIST OF VENDORS

1. Gartner, Inc.

Contact Person: Dale Aiello
Address: 2600 Pualani Way #2902
Honolulu, HI 96815
Telephone: (808) 531-5647
Facsimile: (808) 748-0600
e-mail: dale.aiello@gartner.com

UNIT PRICES

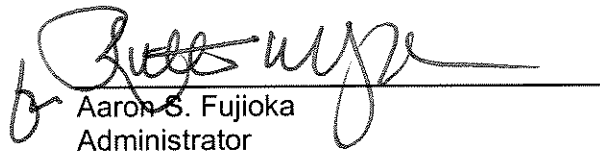
Prices shown in this vendor list are based on delivery of services to designated agencies statewide and include all applicable costs and taxes except the 4% Hawaii General Excise Tax (GET). Agencies are requested to add the 4% amount to their purchase order total. Vendors are aware that the tax to be charged shall not exceed the 4% rate (rounded to the nearest cent).

"SPO VL No. 06-19" should be noted on purchase orders issued against this vendor list.

PAYMENT

Section 103-10, HRS, provides that the State shall have thirty (30) calendar days after receipt of invoice to make payment. The State will not recognize any requirement established by the Contractor and communicated to the State after award of the contract, which requires payment within a shorter period or interest payment not in conformance with statute.

PRICE LIST AVAILABLE ON THE INTERNET. The price list is available at the SPO website: www.spo.hawaii.gov. "Click" on [SPO Price List/Vendor List](#) at the main menu.



Aaron S. Fujioka
Administrator